

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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April, 6, 2004

FROM: THOMAS L. SUTTON, Interim Director
Special Districts Department

**SUBJECT: APPROVE UNBUDGETED CAPITAL IMPROVEMENT PROJECT FOR
COUNTY SERVICE AREA 70, IMPROVEMENT ZONE R-39 (HIGHLANDS
ESTATES)**

RECOMMENDATION: Acting as the governing body of County Service Area 70, Improvement Zone R-39 (Highlands Estates), approve a \$25,000 unbudgeted Capital Improvement Project (CIP) for asphalt berm repairs; authorize the Auditor/Controller to make the following Fiscal Year 2003/2004 appropriation and revenue budget adjustments. (4 votes required):

Decrease Reserves & Contingencies (CSA 70, R-39)	RCK 527 527 6000	\$25,000
Increase Operating Transfers Out (CSA 70, R-39)	RCK 527 527 5030	\$25,000
Increase Improvements to Land (Capital Improvement)	CPI 527 527 4010	\$25,000
Increase Operating Transfers In (Capital Improvement)	CPI 527 527 9975	\$25,000

BACKGROUND INFORMATION: County Service Area 70, Improvement Zone R-39 (CSA 70, R-39) is located in the Oak Hills/Phelan area. This district is funded by an annual service charge of \$405 per parcel of land, and these funds are used for road paving and road maintenance.

On September 16, 2003, a paving contract was awarded to Vance Corporation to pave the 3.5 miles of roadway. The paving project consisted of 3" of asphalt concrete over native material. No berm installation was included in the project, and the paving was completed by the end of October. Since the roads were paved, there has been several significant rainstorms which enabled the district to determine where berm installation is needed in order to protect the integrity of the new roads. The cost for the berm installation with inspection is estimated at less than \$25,000.

Approval of this recommendation will authorize an unbudgeted CIP project for berm installation in the amount of 25,000. It will also adjust the District Operating Budget (RCK-527) by \$25,000 through a reduction of the District's general reserve appropriation which will be transferred to the FY 2003/04 CIP budget.

REVIEW AND APPROVAL BY OTHERS: This item has been reviewed and approved by County Counsel (L. Thomas Krahelski, Deputy, 387-5436) on March 23, 2004, and the County Administrative Office (Wayne Thies, Administrative Analyst, 387-5409) on March 26, 2004.

FINANCIAL IMPACT: The recommended budgetary adjustment will provide for a FY 2003/04 CIP budget of \$25,000, which will cover the total cost of asphalt berm installation (\$25,000). The increase of \$25,000 in appropriations for the CIP budget (CPI 527) is funded by general reserves within the CSA 70, R-39, Operating Budget (RCK 527).

Record of Action of the Board of Supervisors

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COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's request and recommends this action based on the need to add asphalt berms to preserve the road paving in County Service Area 70, R-39 (Highlands Estates). There is no impact on the County's General Fund.

SUPERVISORIAL DISTRICT(S): First

PRESENTER: Jeff Rigney, 387-5941

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